



PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | June St. Clair Atkinson, Ed.D., *State Superintendent*

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June 5, 2015

MEMORANDUM

TO: Directors, Exceptional Children Programs
Lead Administrators, Charter Schools

FROM: William J. Hussey, Director

Joe Simmons, Section Chief, Behavior Support Section

RE: End of Year Information for PRC 29 Funding

Local Education Agencies (LEAs) and Charter Schools receiving PRC 29 funds are asked to identify specific indicators that demonstrate that the identified students are receiving services and the services are effective. This information is submitted in the Student Information Form (SIF) for all students receiving services and interventions. The Behavior Support Section uses this evidence of positive outcomes to justify the continued appropriation of PRC 29 funds. It is time to complete the information on this form about student progress and service provision for the second semester of the 2014-2015 school year.

The Student Information Form (SIF) must be completed for each student who received services during the 2014-2015 school year and submitted in the Comprehensive Exceptional Children Accountability System (CECAS). To complete the End-of-Year SIF for each student who received services during the school year, the student must be identified as “eligible” for PRC 29 in CECAS for 2014-2015.

For those LEAs/Charter Schools not using CECAS as their primary special education information system, the information for each student receiving services must be completed on the original forms provided by the Behavior Support Section. If the LEA/Charter School chooses to provide the data through CECAS, it will have to learn to function as a daily user in entering the student data. This will require a full day of training to learn how to enter student demographics, special education and a student plan as well as the PRC 29 data. LEAs/Charter Schools interested in receiving the CECAS training should contact Quentin Parker at quentin.parker@dpi.nc.gov.

Instructions for completing the End-of-Year Student Information forms as well as information regarding services and interventions can be found at <http://pbis.ncdpi.wikispaces.net/PRC+29+End+Of+Year+Information> and at <http://ec.ncpublicschools.gov/instructional-resources/behavior-support/interventions>.

Any questions or concerns regarding the submission of these forms should be directed to Keashia Walker, Behavior Support Section Budget and Finance Consultant, 919-807-3996 or keashia.walker@dpi.nc.gov; or Joe Simmons, Behavior Support Section Chief, 919-807-3993 or joe.simmons@dpi.nc.gov. The Exceptional Children Division appreciates your continued efforts to serve children with behavioral and emotional disabilities.

WJH/JS/ss

EXCEPTIONAL CHILDREN DIVISION

William J. Hussey, Director | bill.hussey@dpi.nc.gov

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